



# Memorandum

**TO:** City Council

**FROM:** Mayor Chuck Reed

**SUBJECT:** REQUEST FOR TRAVEL  
AND FOR EXCUSED ABSENCE

**DATE:** May 22, 2011

**APPROVED:**

*Chuck Reed*

**DATE:**

*5/17/12*

**RECOMMENDATION:** Authorize travel to the Silicon Valley Leadership Group's Sacramento Advocacy Trip as one of the City's designated representatives. Authorize an excused absence for the regular meeting of the Rules and Open Government Committee on Wednesday, May 23, 2012 due to official City business.

**Authorization for:** Mayor Chuck Reed

**Location:** Sacramento, California

**Meeting Dates:** May 23, 2012

**Source of Funds:** Mayor's Office Budget

**Purpose:** This trip will focus on jobs and competitiveness, and Leadership Group executives will cover a policy agenda regarding job creation in California. During the trip, the Leadership Group will make delegation visits to Governor Brown's office, key state Senate and Assembly leaders, and constitutional officers.